



Autumn Ridge HOA Board of Directors Meeting Minutes Wednesday, June 25, 2008

Location: Tiffany Allen's Home, 8764 N. Hull

Present: Tiffany Allen, Earl Jameson, Nikki Swartz, Carolyn Vellar, Melissa Goslee and Shannon McCant (Curry Association Management)

Tiffany Allen called the meeting to order at 7:00 p.m.

I. Communications From Residents

- **Trimming of Street Trees:**
The next HOA newsletter will include a suggestion that homeowners trim their street side trees to keep limbs from extending over sidewalks and streets.
- **5104 NW 90th Street:**
The area that edges resident's fence is overgrown. Resident believes the land belongs to Autumn Ridge and that the Board should pay for mowing and maintaining the property as well as the installation of appropriate drainage for the area. Shannon McCant called Janet Rao, a former agent in the area for Carter/Duffy, who does not remember the land being the property of Autumn Ridge. In addition, everyone present reviewed the copies of the Autumn Ridge plats which did not indicate that the property belonged to Autumn Ridge. At this time there is no resolution.
Plan of action: Tiffany will speak to homeowners regarding property ownership. She will ask if they have proof or research that indicates the property does, indeed, belong to Autumn Ridge. Further action will be taken after this discussion.

II. Review and approval of Minutes of April 16 and May 29, 2008 meetings.

- April 16, 2008 Minutes were not present, so no approval was made.
- May 29, 2008 Minutes were read and reviewed. Carolyn Vellar made a motion to approve those minutes. Nikki Swartz seconded that motion. Motion unanimously approved by board.

III. Curry Management Report.

- **Work Action List:**
Shannon McCant explained the list to the new board. This list is compiled from previous board minutes. It helps Curry and the board

stay on track and not allow action items to “slip through the cracks.”
Action items were discussed.

FOR PRIVACY REASONS, WE DO NOT MAKE PUBLIC THE NAMES OR ADDRESSES OF RESIDENTS WHO HAVE OUTSTANDING DUES/LATE FEES OR LIENS FILED AGAINST THEM.

- Hot List:
\$14,449.00 in delinquent accounts. Attorney sent demand letters to four homeowners who owe more than \$1,500 each in outstanding dues and late fees:
 - #1. \$1,501.96.
 - #2. \$2,179.30.
 - #3. \$1,910.07.
 - #4. \$2,180.41.

Autumn Ridge HOA pays attorney fees to file judgments on delinquencies. Shannon McCant requests the current HOA Board make a decision as to when it wants to file judgments.

Earl Jameson made a motion to file judgments on the four (above) homes: Carolyn Vellar seconded that motion. Motion unanimously approved by the board.

Shannon McCant said a home has a delinquency of \$265. The homeowner recently paid \$200. The board discussed whether a lien should be filed on this property. Melissa Goslee made a motion that the board not file a lien on this property, giving the homeowner 30 days to clear the account. Tiffany Allen seconded that motion. Motion unanimously approved by the board.

The board discussed what a reasonable dollar amount for delinquent accounts should reach before a lien would be filed. Earl Jameson made a motion to put liens on homes whose delinquencies reached \$465 and up. Tiffany Allen seconded that motion. Motion unanimously approved by the board.

- Financial Summary: Board members reviewed the Financial Report and it will be filed for audit.
- Board members discussed the numerous CDs purchased last year by the previous board in \$500 increments that are maturing over the upcoming months. Some CDs matured on June 1. Those CDs rolled over into new CDs. All remaining CDs will be cashed and given to Curry Management Company for investment.

- Part of the Autumn Ridge HOA money market fund account is to be transferred to a regular checking account so it's easily accessible when expenses arise. Melissa Goslee made a motion to approve this change. Carolyn Vellar seconded that motion. Motion unanimously approved by the board.
- Violation Log:
Shannon McCant drives the neighborhood each Thursday citing homeowner violations. Curry will send letters to those in violation.

Bulky Item Trash Pickup was discussed. Many neighbors are setting out their bulky items weeks before pickup is to take place. Pickups take place the 7 of every odd month. This is going to change in upcoming months to a call-for-pickup system. The date for this change has not been announced.

- ARC Summary:
Board discussed the process for approving requests and how to manage violations. It was decided that all previous violations were too difficult to manage that have taken place prior to May 2008. The board intends to pursue any violations occurring from this point forward.

IV. Old Business

- Pool Deck
Shannon McCant is meeting with the pool deck resurfacing company on June 26 to discuss caulk and other pool issues. Caulk is gooey and needs to be replaced. The board discussed fixing the problem while the pool is still open to residents, or waiting until the pool is closed for the season. The board opted to wait until the pool is closed in order to ensure a complete and effective repair of the area.

The ladder on the lifeguard stand side of the pool had not had its holes drilled after the pool was resurfaced. Shannon McCant will discuss this issue at her meeting. The holes need to be drilled and the ladder reinstalled.

Pool covers have usually not been screwed down at the pool. Due to the fact that at least one child has fallen into the drains, the pool management company is now required to keep the covers screwed down at all times.

Tiffany Allen mentioned a drain that was not installed correctly at the pool which resulted in a resident getting their toe caught. She

asked Shannon McCant to address that issue when she meets with the pool company.

The pool cabana columns have deep crevices between the columns and the concrete. The board discussed their repair. It was decided to consult the company that handled the pool resurfacing.

The pool fence and pool house needs to be re-stained in the future. The board discussed the issue and tabled it at this time as the budget does not allow for this expense.

V. New Business

- **Insurance Renewal**
2007 Insurance totaled \$5,299.00 with State Farm.
2008 Insurance totaled \$2044 with American Family.
The new insurance plan is the same coverage carried on the State Farm plan. Shannon McCant is checking to see if the American Family policy includes DNO insurance.
- **Pool Reservations**
The process was discussed and reviewed by the board to be sure everyone is aware of the process in order to explain it to residents. Residents contact Curry Management, fill out a reservation form and send in a check for \$100. That check is cashed by Curry. It is refunded in full if all trash is removed from the cabana and the area is left in good condition, without damages.
- **Pool Trash/Recycling**
2007 showed 3 overages for trash pickup. One was for the summer party, one was for an adult pool party, and the third was unknown. The Board discussed the fee for trash left after residents' parties at the cabana. Currently, homeowners are asked to dispose of their own trash following a party. If trash is left after a party, a \$10 fee is collected from the \$100 deposit. Curry cashes those deposit checks and then refunds \$100 to the homeowner, as long as there is no damage and their trash is removed.

Credit card deposit payment was discussed, however it is unavailable at this time because Curry uses E-Rent for HOA dues only.

Current fees for regular trash pick up are \$62.49 for three carts @ \$20.83 each. The pool is considered a commercial property, so Deffenbaugh's upcoming contract changes do not affect Autumn Ridge.

- **Pool Waivers**
Shannon McCant explained that the pool waivers Curry requested homeowners fill out are designed as an extra security in case an accident would happen at the pool. The HOA is covered by insurance but the waivers are an additional security.
- **Home-based Businesses**
Home-based businesses that result in additional traffic are a violation of the AR covenants and restrictions.
- **Embassy Mowing Company**
The HOA is currently paying for foreclosed properties in the neighborhood to have weed treatments as well as mowing done each week. The Board discussed other options since this is not the Association's responsibility. It is important to keep the neighborhood attractive but, 4 times per month mowing is too costly. Melissa Goslee moved to maintain the properties at 8783 N. Hull Drive and 9034 N. Hull twice per month with no weed treatments. The property at 91st and Hull will not be included in this arrangement. Curry Management sent a letter to the realtor requesting the property be mowed in 10 days.

Embassy has been asked by Curry to mow the drainage ditch on 88th Street several times but rain and other "mishaps" have prevented the task from being completed. At this time, Tiffany and Shannon have been in contact with Jeff, the project manager. They are attempting to schedule a meeting to review the mowing needs, landscaping improvements, and weed care that needs to be done. At this time, all members of the Board agree that getting bids for other lawn care companies must be done at the end of this season.

- **HOA Dues Payment Plans**
The Board discussed the pros and cons of going back to payment plans for HOA dues. Earl Jameson remembered the problems associated with multi-payments. Shannon McCant explained the additional costs involved when providing a payment plan. At this time, the payments will continue to be paid once per year by Autumn Ridge residents.
- **Social Committee Budget Proposal for 4th of July and Summer Party**
Jessica Barnard and Katie Barges, co-chairs of the Social Committee, presented their budget for both the 4th of July Event and the Summer Party.

The current summer party budget for 2007-2008 was \$1,600. The Social Committee spent \$445 for the Spring Fling. As of May 31, the committee has spent \$467.45. The Board listened to the proposals and then discussed financial options.

The Board planned \$35,335 for budgeted expenses (2007-2008) and spent \$43,456. There was a reserve, but it has already been depleted. So that the current Board can maintain this year's budget, they agreed to approve the Social Committee for \$1,600 for the Summer Party. Earl Jameson made a motion to approve the Social Committee Summer Party budget of \$1,600. Carolyn Vellar seconded that motion. Motion unanimously approved by the board.

The 4th of July Party budget was discussed. There were no requested changes to that budget. Carolyn Vellar made a motion to approve the proposed budget of \$355 for the July 4th Party. Tiffany Allen seconded that motion. Motion unanimously approved by the board.

Board members also discussed with Jessica Barnard and Katie Barges the possibility of serving alcohol at the Summer Party. Residents can bring their own alcohol to the pool but the HOA is not insured to serve alcohol at any organized event.

The Board also made a decision that when the Social Committee sells raffle tickets at the Summer Party, all funds will be deposited into the Autumn Ridge HOA checking account. The money collected for the raffle tickets will then be spent on any Halloween or Winter Social Committee events.

- Pool Committee Budget Requests
Members of the Pool Committee turned in a proposed budget of \$1,500 for the 2008 pool season. The current budget has allowed \$700 for pool supplies. As of May 31, none of that budget has been spent. The pool also has a budget of \$400 for miscellaneous needs.

A refrigerator was requested. Laura Burchett, a resident of AR, found one at Lowe's for \$428 plus tax. This appliance includes an ice machine. The pool had a refrigerator in the past but was removed due to fire codes and was given away. Earl Jameson made a motion to approve the \$467 expense for a refrigerator to be installed at the pool. Melissa Goslee seconded that motion. Motion unanimously approved by the board. Tiffany Allen and her husband will be responsible for picking up and transporting the refrigerator to the pool.

Trash cans are needed in the women's restroom. Shannon McCant will purchase 2 small trash cans and small trash bags for the women's restrooms.

Recycling containers are needed to try and reduce the amount of trash at the pool. Earl Jameson made a motion to approve \$40 expense for 1 plastic trash can (45 gallon Rubbermaid) to house recyclable materials. Tiffany Allen seconded the motion. Motion unanimously approved by the board.

The Pool Committee requested a radio for the pool. The Board members all had concerns about installing a radio at the pool. Everyone has their own opinions about what music to play and how loud it should be played. Concerns have also been discussed about the attention of the lifeguards being taken away from swimmers because of the distraction.

The ice machine that is at the pool is not longer working. The previous board decided not to fix it, or that it was unfixable. The Pool Committee is willing to be responsible for removing it as well as the broken chairs. Melissa Goslee made a motion to approve the removal of the ice machine and the broken chairs. Earl Jameson seconded that motion. Motion unanimously approved by the board.

The pool management company has requested a cordless phone be installed so that the lifeguards can make emergency calls if necessary, without wasting time running to the break room. No decision was made at this time.

A 7Up Machine has been ordered for the pool. This machine will result in no maintenance or fees for Autumn Ridge. The date for its arrival is not known but should be in the upcoming weeks.

In October or November, when next year's budget is being prepared, the \$1,500 budget proposed by the Pool Committee will be discussed again.

The next meeting will be July 23 at Carolyn Vellar's house, 9035 N. Hull.

Respectfully submitted,

Melissa Goslee
Secretary
Autumn Ridge Homeowner's Association